

**LOUISIANA STATE BOARD OF ELECTROLYSIS EXAMINERS
MEETING MINUTES**

DATE AND TIME: Monday April 10, 2017, 8:00 AM

LOCATION: East Jefferson General Hospital 4200 Houma Blvd. Dreyfus Room 1
Metairie LA 70006

The meeting was called to order by Tonya Freeman at 8:08 AM

Roll Call:

Tonya Freeman, Chair

Julie Bennett, Treasurer

Nicole Rogers, Physician to the board

No public was present

Reading of the Minutes:

Minutes from 2/13/16 meeting were read. Ms. Bennett moved to approve them and all voted in favor.

Treasurer's Report:

Ms. Bennett gave the most recent balance of \$23,546.97. Dr. Rogers moved to accept the report and all voted in favor.

Report from Board Members:

Ms. Freeman reported that she needs to buy a new telephone. She has several complaints that the voicemail is full. The light does not come on and when you hit the play button you only get static. Dr. Rogers moved to purchase a new telephone. Julie Bennett seconded and all approved. Ms. Freeman said we could do this for under \$50.

She got a letter from a woman who lives out of state requesting a license. She has been playing phone tag with Ms. Freeman.

There is an electrologist who has not sent in her proper CEU's. Ms. Freeman is intending to send her a letter informing her that her license is no longer current. She just has not gotten the chance yet.

Old Business:

Ms. Freeman went to Best Buy and researched new computers. One HP desktop was on sale for \$699. It is 1TB + 12GB memory. Another is (Lenovo) on sale for \$599, has 1TB +8 GB of memory, there is one for \$1049, a Dell on sale for \$999.99 (1TB = 16GB). We will have to pay for the Microsoft office suite. We also discussed purchasing a scanner because Ms. Freeman is frequently asked to scan and email things but is unable to. Dr. Rogers suggested a Fujitsu brand Scansnap iX500. The

board needs a new printer too. The old printer is making noises and paper frequently gets stuck. Dr. Rogers recommended the model she has in her office and gave Ms. Freeman the model information: Brother-MFC-L5800DW. Price about \$399.

Ms. Freeman reported the new Quicken program will cost \$50. She discussed buying a subscription for Microsoft Office 365 which is on sale for \$50 the first year, and every year after is \$75. She discussed how she has a Corel Draw document for each new license. And she has a dedicated printer just for the licenses. Dr. Rogers said she would try to create a similar Powerpoint document so that we are no longer dependent on the Corel program and then we can print on a single new printer.

New Business:

No new business.

The next meeting date set was for Monday May 22nd, 2017 at 8am in Metairie. If an attorney is required we can move the meeting to Baton Rouge.

Meeting was recessed at 9:02am.